



Interagency Career Transition Assistance Plan (ICTAP)

References: Title 5, Code of Federal Regulations (CFR) Part 330, Subpart G;
[DoD 1400.25-M, Civilian Personnel Manual, Subchapter 1703,](#)
["Retraining and Outplacement Assistance"](#)

Through the Interagency Career Transition Assistance Plan (ICTAP), qualified DoD employees may receive employment preference for jobs in other Federal agencies within the same commuting area if they are hiring from outside of their current workforce. If one or more ICTAP applicants are rated well qualified by the recruiting agency, the agency cannot select any other external applicant.

To be eligible for the ICTAP, you must be a “displaced” employee as defined in 5 CFR 330.703. Although there are several categories of displaced employees, eligibility is usually based on involuntary separation from a career or career-conditional competitive service appointment due to:

- Reduction in force (RIF); or
- Declination of transfer of function or directed reassignment outside of your current commuting area.

Unlike the [Priority Placement Program \(PPP\)](#) and the [Reemployment Priority List \(RPL\)](#), which feature automated registration and referral systems for DoD positions, the ICTAP requires employees to apply for individual job vacancies in order to receive employment preference. When applying, you must provide a copy of your separation notice or, if you apply after separation, you must provide a copy of the Standard Form (SF) 50 showing that you’ve been separated.

During your eligibility period, the employment preference offered through ICTAP only applies to jobs at or below the grade of the position from which you will be, or have been, separated. The Office of Personnel Management requires agencies to announce all competitive service vacancies at <http://www.usajobs.opm.gov> when accepting applications from outside the agency. If you’re eligible for ICTAP, you can use this website to search for vacancies that are open to ICTAP applicants.

Eligibility for the ICTAP expires 1 year after you’re separated or when you accept a permanent career, career-conditional, or excepted appointment at any grade in any Federal agency.